



**ICEA Executive Committee  
Minutes  
February 13, 2008**

**Members Present:** Jane Borst, Kelly Hancock (by conference call), Troy McCarthy, Carolyn Nelson, Carrie Sodders, Mary Nelson, LauraBelle Sherman-Proehl, and Brian Wilkes

**Excused:** Lisa Sharp, Mary Stevens

**Staff:** Julie Curry, Barb Khal, Marion Kresse, Kelly Schulte, Dann Stevens, Susan White

**Guests:** Sally Nadolsky (Department of Human Services), Lana Ross (Lobbyist for Head Start Association)

**DESCRIPTION**

Troy McCarthy called the meeting to order and introductions were made.

**Approval of Minutes:**

There was a motion for approval of the January 9, 2008, Executive Committee minutes. Minutes of the January 9, 2008, Executive Committee meeting were approved as submitted.

**Lead Agency & Signatory Update:**

- Signatory Agencies have been meeting to finalize the interagency agreement. They have been discussing the following;
  1. Preface
  2. Missions of each Signatory Agency
  3. Duration (5 years)
  4. Purpose
  5. Financial Responsibilities
  6. Dispute Resolution
  7. Administrative support and leadership (new)
  8. System Requirements and Improvements
  9. Resource Commitments of each agency
  10. Personally Identifiable Information-data sharing issues

The Signatory Agencies will meet again in March to finish edits. The Iowa Council of Early ACCESS (ICEA) will review and give input at the March 21, 2008, meeting at Stoney Creek.

- The Annual Performance Report (APR) was submitted for FFY 2006 (2006-2007) to the Office of Special Education Programs (OSEP) before the February 1, 2008 deadline. Also, the six-year State Performance Plan (SPP) was updated and submitted to OSEP. The progress data is not yet representational of all the children in Early ACCESS. Representative data will be available in 2009-2010 when data reflect three years of children entering and exiting Early ACCESS.
- Mary Stevens conducted the first meeting of the Early ACCESS statewide Procedures Manual workgroup on January 31, 2008. Mary and LauraBelle are leading the development of the Early ACCESS section of the Birth to 21 IDEA Procedures Manual that all AEAs will implement (Part C and B). In effort to make it user-friendly, the procedures will follow the process that families and providers experience from referral through IFSP meetings. Infrastructure type information (personnel standards; data collection, etc.) will follow. Plans to post the procedures on the web with links to guidance and forms are in development. A final product of the Birth to 21 Manual will be ready in July 2008 with training and technical assistance to follow. It was acknowledged that the Manual will need revision after the federal Part C regulations are finalized this fall.
- The Lead Agency has been collecting data and addressing the implications of the Medicaid Interim Rule changes. The process of gathering data to determine the financial impact and implications for other system components such as professional development are in progress. This information will inform future decision-making. The Lead Agency has been talking with the Regional Grantee Administrators (AEA Directors of Special Education) and EA Leadership Groups to alert them to future changes and the system needs involving Medicaid.
- DAYC Training was held on February 1, 2008 in Carroll, Iowa. The training was facilitated by Department of Public Health via state empowerment funds. Parent Consultants will immediately begin implementing the DAYC on new Early ACCESS referrals and at the time of annual evaluations of previously-enrolled infants and toddlers. Additional service coordinators will attend DAYC training on April 11, 2008, in Des Moines.
- Hillcrest Family Services is the new Title V agency that will now be serving the four counties that Community Health Services of Jones County used to serve.
- State legislation for hearing devices and related audiological services appropriated \$235,000 for children whose families do not have insurance coverage. The Iowa Department of Public Health is administering the funds through Provider Services of Mason City.
- Child Health Specialty Clinics (CHSC) gathered three compelling stories from families currently being served in Early ACCESS to produce a one-sheet handout that will be shared on February 14, 2008, during Day on the Hill. The stories will be

shared with the ICEA and other stakeholders and are available electronically in PDF format. You may contact Barb Khal at 319-353-6917 for a copy.

- Julie Underhill has been hired to fill the 0.5 FTE nutritionist position in the CHSC Carroll Regional Center. Efforts are continuing to identify technology throughout the state that can supplement CHSC webcams at Regional Centers to deliver nutrition services.
- Barb Khal has been attending the Positive Behavior Supports (PBS) state workgroup to represent Early ACCESS and CHSC. Her goal is to identify ways the PBS resources and materials for ages 0-3 can be integrated into the professional development of Early ACCESS and CHSC staff and families to positively affect behavioral health of our target populations.
- Plans are underway to explore opening a new CHSC satellite center for Birth to Five clinical services in Mount Pleasant, Iowa.
- The Early ACCESS (EA) brochures have been reprinted to reflect the new 800 number and website.
- Department of Human Services (DHS) have current legislative issues as follows;
  1. HSB 369, Division I, clarifies the definition of home to assist the Department, our partners, and providers in better understanding the application of home vs. center regulations.
  2. HSB 369, Division II, assists the Department in finishing the criminal history and child abuse evaluation process thereby possibly restricting individuals from providing care or residing where child care occurs.
  3. HSB 369, Division IV, allows DHS to pay 50% of the full family support subsidy payment (\$353.29) to additional siblings.
  4. DHS will also ask the legislature to make changes to the administration costs of the Children at Home program to allow it to expand Children at Home into more counties.

Mr. Vern Armstrong, Bureau Chief of Protective Services, has accepted the position of Division Administrator for Field Support at DHS. The Bureau of Protective Services will continue to provide CAPTA data regarding children referred to Early ACCESS who have been abused or neglected. The Division of Child and Family Services has added a third Bureau Chief and will be looking to fill the position of Bureau Chief for Protective Services and Bureau Chief for Child Welfare Services.

The Division of Mental Health and Disability Services have submitted a SAMHSA Children's System of Care grant to the federal government. DHS collaborated with AEAs, the University of Iowa and local Mental Health Centers in developing this grant. If funded, it will provide for service coordination for children with Serious Emotional Disorders (SED) and also pay for interagency training in how to best meet the needs of children with SED.

**Policy Discussion Head Start Legislative Action/Lana Ross:**

Lana shared the legislative agenda for young children and their families.

- Head Start is asking for expansion of state funded Early Head Start programs from 4 to 8. This would require an additional \$400,000 above the last year's \$400,000.
- Expanded Shared Visions programs, both parent support (Birth to 3) and (3-5) preschools.
- Adopted new language to clarify Medicaid EPSDT protocol to accept the standard of a referral for twelve month annual exam and six month dental screenings.
- Iowa Head Start Association will also be monitoring the implementation of the state voluntary preschool program and continue to ensure that Iowa does not lose federal Head Start dollars that provide comprehensive preschool experiences for 9,362 Iowa children.

**Policy Discussion Medicaid Rule Change Dann Stevens and Sally Nadolsky:**

Dann Stevens (DE) and Sally Nadolsky (DHS) shared information of the federal CMS Interim Final Rule of Targeted Case Management change, effective March 3, 2008. DHS will be held to both the rules and guidance CMS put out. Sally distributed the draft of Iowa Rule change for the Infant Toddler Medicaid program, which will be sent to Kansas City (the Regional CMS) for approval. Rule changes are as follows;

1. The definition of case management is different from prior rule.
2. Definitions of assessment and reassessment. Expansion of current practice.
3. Periodic review of plans.
4. Only one targeted case manager per child. Family chooses. This person is expected to manage all Medicaid programs for that family and address wider scope of needs. The targeted case manager would have to do the care coordination activities public health used to do.

There are 212 children, birth to three, on waiver programs of which 185 (87%) are already on IFSPs. 60% of children in EA are on Medicaid. There could be a huge impact on training and other system components.

**Planning for March 12 Executive Meeting Troy McCarthy:**

Since the Executive Committee is not meeting in March, there will be a continuation discussion of Medicaid Rule change from 2:00-4:30pm after the Signatory Agencies meet. The Signatory Agencies may invite others for the Medicaid discussion.

**Planning for March 21 ICEA Council Meeting Troy McCarthy:**

Have someone give heads up on Medicaid Rule change and implications. Ask families and other Council members what questions would need answered in order to choose Targeted Case Manager.

Kelly Hancock will bring cards for Council members to sign for Pam Noel, member who has passed away and for the Koch family, as their youngest son with Down Syndrome has been diagnosed with leukemia and is being treated in Omaha. There will also be two boxes set up at the Council meeting for donations.

Susan White will make available a non-meat menu for lunch for Lenten observation.

**Sharing:**

- Nutrition screenings. Parents at Region 7 Council meeting shared that the PEACH screening tool does not address food affecting behavior concerns (children with Pervasive Developmental Disorder spectrum disorders). Kelly Schulte or Barb Khal will speak with Jody Kealey and Sue Baker on how to address the screen for food problems with children with PDD spectrum disorders.
- Kelly Hancock shared that their daughter, Morgan, has a new assistive technology device called “Dynamo”. Also, Kelly has been inducted into the Sigma Theta Tau International Honor Society of Nursing; Theta Gamma Chapter at Briar Cliff University. Membership is by invitation to baccalaureate and graduate nursing students who demonstrate excellence in scholarship, and to nurse leaders exhibiting exceptional achievements in nursing. Congratulations, way go to Kelly!

**Closing/Adjourn:** Troy entertained a motion to adjourn. The motion carried and meeting adjourned.